



THE ASSAM GAZETTE

অসাধাৰণ

EXTRAORDINARY

প্ৰাপ্ত কৰ্তৃত্বৰ দ্বাৰা প্ৰকাশিত

PUBLISHED BY THE AUTHORITY

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No. 345 Dispur, Thursday, 12th May, 2022, 22nd Vaisakha, 1944 (S. E.)

GOVERNMENT OF ASSAM

ORDERS BY THE GOVERNOR

WELFARE OF PLAIN TRIBES & BACKWARD CLASSES DEPARTMENT

NOTIFICATION

The 13th April, 2022

No. TAD/BC/321/2022/16.-

Subject: Guidelines on the standard procedures for issuance of Scheduled Castes, Scheduled Tribe and Other Backward Classes / More Other Backward Classes Certificate.

In supersession of all earlier guidelines issued in this regard and with a view to provide the delivery of public service to the eligible citizens, the Governor of Assam is pleased to notify the following guidelines for issue of Scheduled Castes, Scheduled Tribe and Other Backward Classes/More Other Backward Classes Certificate:

- | | |
|---|--|
| 1. Name of the service | Scheduled Castes, Scheduled Tribe and Other Backward Classes / More Other Backward Classes Certificate. |
| 2. Eligibility Criteria | <ol style="list-style-type: none">1. Applicant should be a citizen of India.2. Applicant must be a Permanent Resident of Assam.3. Applicant must belong to the caste/tribe/community recognized as Scheduled Castes, Scheduled Tribe and Other Backward Classes/More Backward Classes in the State of Assam. |
| 3. Standard Forms | Annexure A for Application
Annexure B for Certificate |
| 4. Procedure to apply for the Certificate | Application can be submitted online or offline as notified by the Department. |

5. Procedure for granting certificate

Applications received by the Deputy Commissioner concerned of which the applicant is a permanent resident shall be scrutinized in detail. When the caste certificate of the father of the applicant, if enclosed, is found to be genuine and bonafide, the Deputy Commissioner concerned will issue caste certificate to such applicant. When any doubt arises about the caste status of the applicant, the Deputy Commissioner will cause an enquiry through Competent Authority such as Circle Officer, Caste association or any other authority as deemed fit to ascertain the caste status of the applicant and only after satisfying the caste status, the Deputy Commissioner shall issue caste certificate. However, the inquiry is to be limited to ascertaining the caste identity and not for production of data/documents such as NRC etc. Such enquiry should be completed within 45 days.

MUKESH CHANDRA SAHU,

Principal Secretary to the Govt. of Assam,
WPT & BC Department.

Annexure A**Application for Scheduled Caste /Scheduled Tribe/ Other Backward Classes/More Other Backward Classes Certificate**

1. Name of Applicant:
2. Date of Birth of the Applicant:
3. Sex of Applicant (Male/Female/Other):
4. Name of Father:
5. Name of Mother:
6. Present Address:
 - a. Home (Rented/Own):
 - b. Village:
 - c. Ward:
 - d. P.O.:
 - e. P.S.:
 - f. Revenue Circle:
 - g. District:
 - h. PIN:
7. Permanent address
 - a. Village:
 - b. Relation:
 - c. P.O.:
 - d. P.S.:
 - e. Revenue Circle:
 - f. District:
 - g. PIN:
8. Certificate applied for (SC/ST/OBC/MOBC):
9. Name of Sub-caste/Tribe/Community as per Notified List:
10. Documents to be attached:
 - (i) Passport size photograph of applicant:
 - (ii) Proof of Date of Birth of applicant (one of Birth Certificate / Aadhaar Card / PAN of applicant):
 - (iii) Proof of Residence (one of Permanent Resident Certificate / Aadhaar Card / EPIC / Land document of applicant or Parent):
 - (iv) Self-attested Caste Certificate of applicant's Father OR Recommendation of the organizations notified by the Government authorized for the particular Caste / Tribe / Community:

I hereby declare that the information given above are true and correct to the best of my knowledge and belief and in the event of any information being found false or incorrect my Caste Certificate will be liable to be cancelled.

Place:

Date:

Signature of Applicant

Annexure B 1**FORM OF SCHEDULED CASTE CERTIFICATE**

This is to certify that Shri/Srimati**/Kumari*
 son/daughter of
 village/town* in
 District/Sub-divison of the State
 belongs to the Caste
 which is recognised as a Scheduled Castes under Constitution (Scheduled Castes) Order,
 1950 as amended from time to time.

1. Shri/Srimati**/Kumari* and his/her family
 ordinarily reside(s) in Village/Town* of
 District/Subdivison* in the state of

Place :

Date :



Signature

Designation
 (with seal of office)
 State

Photograph

(with signature across the photo)

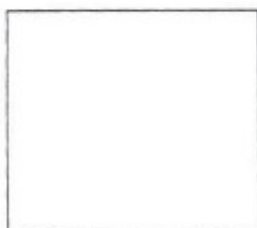
Annexure B 2FORM OF SCHEDULED TRIBE CERTIFICATE

This is to certify that Shri/Srimati*/*Kumari*
 son/daughter of
 village/town*
 in District/Sub-divison of the State
 belongs to the tribe
 which is recognised as a Scheduled Tribe under Constitution (Scheduled Tribe) Order,
 1950 as amended from time to time.

1. Shri/Srimati*/*Kumari*..... and his/her
 family ordinarily reside(s) in Village/Town* of
District/Subdivison* in the state of

Place :

Date :



Signature

Designation
 (with seal of office)
 State

Photograph
 (with signature across the photo)

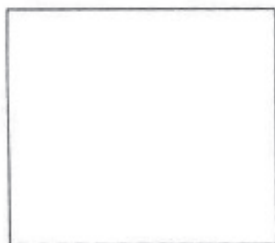
Annexure B 3**FORM OF OTHER BACKWARD CLASSES CERTIFICATE**

This is to certify that Shri/Srimati*/*Kumari*
 son/daughter of village/town*
 in District/Sub-divison..... of the State
 belongs to the Caste/Community which is
 recognised as Other Backward Class/More Other Backward Class by the Govt. of Assam.

1. Shri/Srimati*/*Kumari*..... and his/her family
 ordinarily reside(s) in Village/Town*/TE of
 District/Subdivison* in the state of Assam.

Place :

Date :



Signature

Designation
 (with seal of office)
 State

Photograph

(with signature across the photo)